



**GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF MENTAL HEALTH**

VACANCY ANNOUNCEMENT

ANNOUNCEMENT NO: MHA-05-82	POSITION: Supervisory Medical Officer (Psychiatry)
POSITION SERIES: DS-602	POSITION GRADE: ES-01
OPENING DATE: 05/11/05	CLOSING DATE: 05/24/05
IF "OPEN UNTIL FILLED" FIRST SCREENING DATE:	SALARY RANGE: \$145,000 per annum
WORKSITE: 64 New York Avenue, N.E. Washington, D.C. 20002	TOUR OF DUTY: 8:30 a.m.- 5:00 p.m. Monday-Friday
PROMOTION POTENTIAL: None	AREA OF CONSIDERATION: Department Wide Only (MHA employee will receive first consideration)
AGENCY: DMH/Mental Health Authority	NO. OF VACANCIES: One (1)
DURATION OF APPOINTMENT: (<input checked="" type="checkbox"/>) Permanent (<input type="checkbox"/>) Term (13 months to 4 years) Not to Exceed _____. (<input type="checkbox"/>) Temporary (Up to 1 year), Not to Exceed _____ months.	
(<input type="checkbox"/>) This position IS in the collective bargaining unit represented by _____ and you may be required to pay an agency service fee through an automatic payroll deduction. (<input checked="" type="checkbox"/>) This position IS NOT in a collective bargaining unit.	
"RESIDENCY PREFERENCE AMENDMENT ACT OF 1988": An applicant for a position in the Career Service or for an attorney position (DS-905 series) in the Excepted Service who is a bona fide resident of the District of Columbia AT THE TIME OF APPLICATION, may claim a hiring preference over a non-resident applicant by completing the "Residency Preference for Employment" form, DC 2000RP, and submitting it with the employment application, DC 2000. To be granted preference, an applicant must: (1) be qualified for the position; and (2) submit a claim form at the time of application. Except for employees entitled by law to preference, preference will not be granted unless the claim is made at the time of application.	
BRIEF DESCRIPTION OF DUTIES: Incumbent serves as the Associate Chief Clinical Officer for Adult Programs. Provides overall leadership and management of adult psychiatric programs operated by DMH authority. Directs the activities of Psychiatrists, General Medical Officers, licensed mental health clinicians and credentialed staff. Assures adherence to legal and ethical practices and certification requirements. Serves as principal advisor to the Chief Clinical Officer on medical affairs and provides policy guidance and advice to top management officials in DMH. Prepares testimony for budget hearings, and serves as subject matter expert in answering questions regarding expenditures and service needs. Provides staff with current information concerning the latest advances in the treatment of the mentally ill. Reviews all unusual incident reports, ensuring completeness and accuracy in compliance with Department of Mental Health policies. Develops policies and monitors standards of medical care based upon best practices, state-of-art models, and regulatory standards. Identifies developmental and training needs of employees and approves training.	
QUALIFICATIONS REQUIREMENT: Applicants must meet the following requirements: <ol style="list-style-type: none">1. Graduation with a degree of Doctor of Medicine from the United States Medical school listed as approved by the Council of Medical Education of Hospitals American Association in the list published for the year of the applicant's graduation;2. A current, permanent, and full unrestricted District of Columbia license to practice medicine;3. Completion of an approved full, rotating or mixed internship;4. Completion of an approved residency program;5. Certification in Psychiatry by the American Board of Psychiatry and Neurology or its equivalent: and In addition to meeting the basic requirements, this position requires one (1) year of experience equivalent to the next lower grade level.	
SELECTIVE PLACEMENT FACTOR(S): None NOTE: It is desirable that applicants have managerial experience in directing psychiatric services and supervising medical staff.	

SUBMISSION OF RANKING FACTORS

The following ranking factors will be used in the evaluation process. All applicants MUST respond to the ranking factors. Please describe specific incidents from your experience that show evidence of the level at which you meet the ranking factors that have been determined to be of importance for the position for which you are applying. You may refer to any experience, education, training, awards, outside activities, etc., that indicate the degree to which you possess the job-related knowledge, skills, and abilities described in the ranking factors. The information given in response to the ranking factors should be complete and accurate to the best of your knowledge. FAILURE TO RESPOND TO ALL RANKING FACTORS MAY ELIMINATE YOU FROM CONSIDERATION.

RANKING FACTORS

1. Knowledge of a wide range of psychiatric theories, practices, and techniques used in diagnosis and treatment of mentally ill consumers including current knowledge of psych-pharmacological treatment.
2. Ability to work effectively with consumers and colleagues, including colleagues employed by the Department and those colleagues working in community agencies and community hospitals.
3. Ability to formulate, implement and monitor policies and procedures necessary in the practice of adult psychiatry including ability to provide emergency care, mobile crisis services and care for the mentally ill homeless.
4. Ability to collect, analyze, and interpret significant data in order to develop and implement plans and make difficult decisions pertaining to consumer care.
5. Ability to perform the full range of managerial and supervisory duties such as identifying training needs, delegating authority, continuity of services and evaluating performance of personnel.

NOTE: A ONE (1) YEAR MANAGERIAL PROBATIONARY PERIOD MAY BE REQUIRED UPON ASSIGNMENT TO THE POSITION.

SUBSTITUTION OF EDUCATION FOR EXPERIENCE WILL BE ALLOWED AS DEFINED BY OPM'S X-118 QUALIFICATIONS STANDARDS. HOWEVER, IN ORDER TO RECEIVE CREDIT YOU MUST SUBMIT OFFICIAL PROOF OF EDUCATIONAL ATTAINMENT WITH YOUR APPLICATION. TIME-IN-GRADE REQUIREMENTS ARE APPLICABLE. APPLICANTS CLAIMING VETERANS PREFERENCE MUST SUBMIT OFFICIAL PROOF WITH THE APPLICATION.

APPLICATIONS SUBMITTED FOR CONSIDERATION WILL NOT BE RETURNED TO THE APPLICANT, EXCEPT THAT APPLICATIONS RECEIVED OUTSIDE THE AREA OF CONSIDERATION OR AFTER THE CLOSING DATE WILL BE RETURNED WITHOUT ACTION.

HOW TO APPLY: ALL APPLICANTS, INCLUDING DEPARTMENTAL EMPLOYEES AND OTHER D.C. GOVERNMENT EMPLOYEES, MUST SUBMIT THE DISTRICT OF COLUMBIA GOVERNMENT EMPLOYMENT APPLICATION, DC 2000. SELECTION (S) FROM THIS VACANCY ANNOUNCEMENT PENDING CLEARANCE THROUGH PRIORITY PLACEMENT PROGRAMS. "A NON-COMPETITIVE SELECTION OF A CANDIDATE ON THE AGENCY'S REEMPLOYMENT PRIORITY LIST OR THE DISPLACED EMPLOYEE'S PRIORITY LIST WILL RESULT IN CANCELLATION OF THIS VACANCY ANNOUNCEMENT."

WHERE TO APPLY: DEPARTMENT OF MENTAL HEALTH
DIVISION OF HUMAN RESOURCES
64 NEW YORK AVENUE, NE, 5th Floor
WASHINGTON, D.C. 20002
ATTN: John P. Coghlan (202) 698-2384
FACSIMILE: (202) 673-4386

IN ACCORDANCE WITH THE D. C. HUMAN RIGHTS ACT OF 1977, AS AMENDED, D. C. CODE SECTION 1-2501 et seq. ("THE ACT") THE DISTRICT OF COLUMBIA DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, NATIONAL ORIGIN, SEX, MARITAL STATUS, PERSONAL APPEARANCE, SEXUAL ORIENTATION, FAMILIAL STATUS, FAMILY RESPONSIBILITIES, MATRICULATION, POLITICAL AFFILIATION, DISABILITY, SOURCE OF INCOME, OR PLACE OF RESIDENCE OR BUSINESS. Sexual harassment is a form of sex discrimination which is also prohibited by the Act. DISCRIMINATION IN VIOLATION OF THE ACT WILL NOT BE TOLERATED. VIOLATORS WILL BE SUBJECT TO DISCIPLINARY ACTION.

SALARY REDUCTION OF REEMPLOYED ANNUITANTS: An individual selected for employment in the District government on or after January 1, 1980, who is receiving an annuity under any District government civilian retirement system, shall have his or her pay reduced by the amount of annuity allocable to the period of employment.

OFFICIAL JOB OFFERS ARE MADE ONLY BY THE DEPARTMENT OF MENTAL HEALTH, DIVISION OF HUMAN RESOURCES.

DRUG-FREE WORKPLACE ACT OF 1988. "Pursuant to the requirements of the Drug-Free Workplace Act of 1988, the individual selected to fill this position will, as a condition of employment, be required to notify his or her immediate supervisor, in writing, no later than five days after conviction of or plea of guilty to a violation of any criminal drug statute occurring in the workplace."